

**CITY OF WILLCOX
MAYOR AND CITY COUNCIL
WORK SESSION MEETING AGENDA**

**Statement of Legal Actions
2008/09 BUDGET WORK SESSION
Monday, May 19, 2008 5:30 P.M.
City Council Chambers
207 W. Maley
Willcox, AZ**

**(Mayor or Designee will read only BOLD print of each agenda item,
except for Public Hearings, Petitions and Communications.)**

1. **CALL TO ORDER**-Mayor Elwood A. Johnson called the 2008-2009 Budget Work Session to order on Monday, May 19, 2008 at 5:30 p.m.

2. **ROLL CALL**-Mayor announced that the Vice Mayor Rodriguez and Councilmen Stratton and Schultz are absent.

PRESENT

Mayor Elwood A. Johnson
Councilman Phil Stratton-Arrived at 6:02 p.m.
Councilman Jimmy Norris
Councilwoman Monika Cronberg
Councilman Gerald Lindsey

STAFF

City Manager Michael Leighton
City Clerk Cristina G. Whelan, CMC
Public Safety Director Jake Weaver
Finance Director Ruth Graham
Public Services & Works Director Dave Bonner

ABSENT

Vice Mayor Phillip Rodriguez
Councilman Larry Schultz

Arnold Arvizu
Sherry Van Allen

OTHERS PRESENT

Stephen Klump
Lonny Wortman
Paul Sheats
Nat Harris

3. **PLEDGE OF ALLEGIANCE**-Mayor Johnson.

4. **ADOPTION OF THE AGENDA**-It was moved and seconded to adopt the agenda as presented. **CARRIED.**

5. **DISCUSSION REGARDING THE FISCAL YEAR 2008/09 PUBLIC SAFETY BUDGET**

Chief Weaver asked the Mayor and Council how to proceed. The Mayor said to go page by page and dissect as they go along with the Chief's highlights. Discussion was held by the Mayor and Council, Chief Weaver, and Finance Director Graham on the following:

- Comparison page of FY07-08 to FY08-09 with an overall decrease of \$29,178 in budget expenditures.
- Shifted Evidence Tech position to Administration which shows a slight increase.
- Jail costs-the City Manager and City Attorney will be attending a meeting later this week with the County. Staff is looking at Court consolidation and \$80,000 prison costs reduction. If not successful, then need to think about alternative and we are not going to pay more than what we already pay. Saving with consolidation is approximately \$40,000-\$50,000. Ms. Graham will put an analysis into the budget books to be included with the information for Mayor and Council.
- Administration: Canine received in November free of charge. The K-9 officer position was opened to Patrol who met longevity requirements and we did not have to hire an additional officer.
- Overtime: Federal requirements through case law dictate that K-9 handlers be compensated 1-hour per day for the

care of the animal. Additionally K-9 has to maintain minimum 8-hours of animal training. A second canine costs over \$12,000.

- On payroll, the costs presented reflect a 1.5% allowable merit increase and no cost of living adjustment. Important with all staff compensation and in particular Public Safety to retain officers from other agencies. Fully staffed for the first time in five years. We have been able to recruit officers from other agencies and they enjoy working here. We match almost a quarter of their salary with required Public Safety Retirement System mandatory contributions and that increases costs without increasing salary.
- Capital Purchase- \$6,000 new office furniture and equip for new facility; \$2,000 to upgrade video surveillance for new facility. External, evidence, storage areas will be covered and the system is closed circuit.
- The City has budgeted for the costs to demolish the existing building when Public Safety has moved to its new quarters. Evidence Tech logging, tracking and returned evidence and information given to officer requesting and Tech works on IT too. The evidence technical position has been transferred in the budget from Code Enforcement to PS Admin.
- Communications: Capital Purchase (1) \$35,000 for 150KW generator for Justice Center for both buildings and possibly power the new fire station; and (2) request \$7,500 for new batteries and UPS (Uninterrupted Power Supply), therefore, no breakdown before generators go up.
- Equipment Lease-T-1 Routers maintain and support. It is for National Computer Systems including NCIC. This is an annual purchase order for about \$800/month.
- Equipment Repair- a lot of equipment will be transferred or purchased with grant which should have warranty. New facility with new upgrades from State.
- Jail – doing more cite and release per direction from County Attorney.
- Humane – Slight increases. Overall about the same as last year and no planned capital expenditures. The County's anticipated contribution is \$23,882, the same as it was for FY08, and we are asking for a 5% increase in FY09. Council asked what we are spending on the County's animals and the Chief said he did not have that information at the meeting.
- Industrial Insurance should be \$1,404 and not \$12,780 which was duplicated from Medical Insurance.
- Cost for heating and cooling is high. Perhaps we need to renegotiate the Humane Contract with the County. Chief Weaver said that to give the animal humane treatment we have to heat and cool the building. A request to continue the contract with the County was sent at the end of April. Ms. Graham said that no increase was requested because she believes that the request was being made after the County budget was set. The City Manager replied "it is not set."
- Unemployment expense should be \$112
- Patrol-No Capital Purchases; slight increase in fuel costs. Staff is looking to use bicycles more next year and reactivate and certify bicycle officers. Foot Patrol to be implemented in downtown area. Ms. Graham thinks with full staff more cars used and need to increase fuel to \$20,000. Chief said costs were high in FY08 due mileage for training at Academy.
- Overtime- hopes it levels off with fully staff. Holiday pay, special events, Court costs, training mandatory and cannot adjust for that.
- Vehicle- next year we will hope to replace the Dodge Intrepid vehicles.
- Citizens Patrol- put into place, provide training and people to help supervise that.
- The school district has requested a grant in the amount of \$63,261 for the SRO position.
- Staff will recheck the salaries line because could be we have over budgeted in FICA because we did not know the amount of the SRO Grant for FY08.
- Investigations-Capital Purchases \$18,000 for new evidence lockers at new facility. Access only from inside of the evidence room.
- Mandatory Certification both Detectives have Meth lab certification which must be renewed annually.
- Vehicle-took out replacement vehicle for investigations department.
- Any offsets will be put into fuel, telephones. We do not want to buy gas with savings.
- Grants for vehicles: they will continue to explore possibilities.

- RICO funds awarded are lower amounts that they were in the past. We withdrew from County Task Force because we were paying out more than they were paying in. With K-9 hope to bring in assets.
- Fire Department-requested big Capital Purchase and Grant Committee Jaws of Life and Cutters and we are applying for those through grant; the amounts have been cut from the budget. Also dropped brush truck and will pursue funding for it another way. Slight increases overall.
- Contract Services- \$1,000 to service self-contained breathing apparatus.
- Uniforms: the fire department plans to purchase more expensive uniforms and hope they will last longer.
- Fuel Costs-they do not expend a lot of fuel.
- Station 2-staff does not have estimated costs to make it operable. One concern is the high ceilings.
- Space and land wise opportunity to expand if needed especially with three story buildings coming in that will need to have fire protection. They plan to close Station 1 and save \$6,000 or more each year on utility costs that can be reallocated to other expenditures.
- Station 2: doors and insulation: Original request has been reduced to \$30,000.
- Station 1: Wm. Charles Leighton, Jr. Hospice has asked for that building to be donated to them.
- In future consider staffing full time Fire Department if Willcox does grow.
- Maintenance done by department and not sure how long they can continue to do that. Need to look long term to replace key personnel including him. Maybe start off with one (1) full time. Public Works Mechanics are doing a lot of work such as the replacement of pumps. Equipment is over 20 years old. At some point the parts are going to be obsolete or cost too much to replace.
- New police station: need to start planning for full time fire department staff.

6. ADJOURN-6:45 p.m.

NOTE: People with disabilities may request reasonable accommodations. Requests must be made 48 hours prior to the meeting by contacting City Hall at 384-4271, ext. 408, during regular business hours 8:00 a.m. to 4:30 p.m., Monday through Friday.